

NEVILLE PUBLIC MUSEUM

OF BROWN COUNTY



BRIDGING COMMUNITIES, CONNECTING GENERATIONS
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PROCEEDINGS OF THE BROWN COUNTY NEVILLE PUBLIC MUSEUM GOVERNING BOARD

Pursuant to Section 19.84, Wis. Stats., a meeting of the **Brown County Neville Public Museum Governing Board** was held at 4:30 p.m. on Monday, May13, 2019 at the Neville Public Museum, 210 Museum Place, Green Bay, Wisconsin

PRESENT: Kevin Kuehn (4:45pm), Erik Hoyer, and Paul Ballard
ALSO PRESENT: Kasha Huntowski, Kevin Cullen, and Beth Lemke
EXCUSED: Bernie Erickson, Alex Renard, Sandy Juno, and Kramer Rock

CALL MEETING TO ORDER

1. Director Lemke, called the meeting to order at 4:40PM.
2. **APPROVE/MODIFY AGENDA**
Motion made by Erik Hoyer and seconded by Paul Ballard to approve the agenda.
3. **Museum Director Report.** Museum Director Lemke reported that the first quarter of 2019 expenses exceeded revenue as she had forecasted due to the schedule of exhibits and the Core Gallery Capital Project. She shared a few unplanned expenses that also contributed to the imbalance. She reported optimism for third and fourth quarter due to the media sponsorships for the temporary exhibits.

Museum Director Lemke provided the board updates on the weekly Bluewater meetings. She shared an updated draft project budget and details on role and financial responsibility for Brown County and The Neville Public Museum Foundation. The Board had many questions regarding line items, use of local vendors and specific scopes of service that the Neville Public Museum Foundation might consider funding as the draft budget was slightly over the County budgeted cost. Museum Director Lemke shared that there were ongoing discussions happening with Bluewater and that she would report out to Education and Recreation on May 30, 2019 the status update on budget and approved financial role/responsibilities. Project work of artifact removal in the space is on schedule.

Museum Director Lemke shared plans on Brown County On the Go – a joint marketing effort with the Library, ADRC, Public Health, Airport, Parks, and UWEX for the summer of 2019. She also mentioned the media recent coverage on Fox 11, NBC26, participation in the CBV Attractions Showcase, #MuseumWeek social media campaign, and yet to be determined paid campaign with WFRV per the budget.

Discussion ensued, no action taken.

4. Such other matters as authorized by law: The next scheduled meeting of the Neville Public Museum Governing Board will be **June 10, 2019 at 4:30pm**. Discussion ensued, No action taken.
2019 meetings dates are as follows: July 8, 2019, August 12, 2019, September 9, 2019, October 14, 2019, November 11, 2019, and December 9, 2019
5. **Adjournment.** Chair Kuehn, called the meeting to an end at 5:16PM. Motion made by Erik Hoyer and seconded by Paul Ballard to approve. Vote taken. **MOTION APPROVED UNANIMOUSLY.**